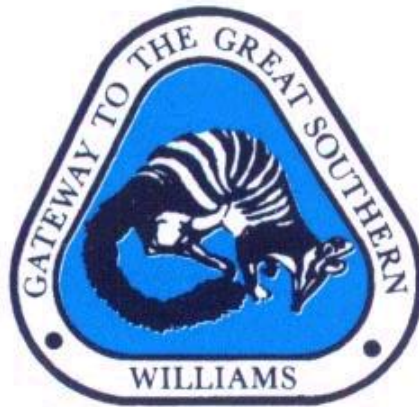


SHIRE OF WILLIAMS

***MINUTES ORDINARY MEETING
HELD ON WEDNESDAY 21 AUGUST 2019***



COUNCIL DIARY

WEDNESDAY 21 AUGUST 2019

12.00noon

Audit Committee Meeting

WEDNESDAY 21 AUGUST 2019

1.00pm

Ordinary Meeting

WEDNESDAY 18 SEPTEMBER 2019

1.00pm

Ordinary Meeting



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Separate Documents

1. Minutes – Council
2. CEO General Report
3. Payment Listing
4. Municipal Bank Reconciliation
5. Status Report
6. Info Statement



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Williams for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Williams disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Williams during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Williams. The Shire of Williams warns that anyone who has any application lodged with the Shire of Williams must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Williams in respect of the application.



AGENDA

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President Jarrad Logie declared the Meeting open at 1.05pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Cr Jarrad Logie	President
Cr Natalie Major	Deputy President (from 1.06pm)
Cr Moya Carne	
Cr Gil Medlen	
Cr Greg Cavanagh	
Cr Simon Harding	
Cr Alex Watt	
Cr Bob Baker	
Geoff McKeown	Chief Executive Officer
Britt Logie	Community Development Officer (1.08pm – 1.28pm)
Tony Kett	Works Supervisor (1.29pm – 1.44pm)
Trevor Brandy	Environmental Health Officer/Building Surveyor (1.45pm – 2.14pm)
Sharon Palumbo	Family Day Care Co-ordinator (4.03pm – 4.19pm)
Manuela Lenehan	Minute Taker
Apologies	Nil
Leave of Absence	Nil

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Cr Robert Baker / Councillor
Item No. / Subject	Item 8.4.2 Development Application – Part Lot 556 Narrogin Road – Williams Men's Shed
Type of Interest	Impartiality



DECLARATION OF INTEREST	
Name / Position	Cr Simon Harding / Councillor
Item No. / Subject	Item 8.4.3 Proposed Alteration / Addition to Existing Shop – Lots 214 and 215 Brooking Street, Williams
Type of Interest	Financial

DECLARATION OF INTEREST	
Name / Position	Geoff McKeown / Chief Executive Officer
Item No. / Subject	Item 8.7 Decision regarding CEO Performance Review
Type of Interest	Financial

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 24 JULY 2019

Officer's Recommendation

That the Minutes of the Ordinary Meeting held 24 July 2019, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Baker/Carne

That the Minutes of the Ordinary Meeting held 24 July 2019, as previously circulated, be confirmed as a true and accurate record.

**Carried 7/0
Resolution 24/20**

Cr Major attended the Meeting at 1.06pm.

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.0 REPORTS

The Community Development Officer, Britt Logie, attended the Meeting at 1.08pm to discuss her report.



8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT

8.1.1 GENERAL PROJECTS UPDATE

File Reference	CDO Files	
Statutory Reference	N/A	
Author & Date	Britt Logie	21st August 2019

Background

The CDO manages and supports the management of a variety of projects that are either currently being implemented, in the final stages of delivery/reporting or awaiting outcome advice on potential funding.

Comment

Glenfield Volunteer Bush Fire Shed

The Glenfield Volunteer Bush Fire Shed is now complete. An official opening has been organised for Monday 23rd September and the Shed will be officially handed over to the Glenfield Brigade.

Williams Men's Shed

I have recently met with Bob Baker from the Williams Men's Shed to continue (or in my case begin) the discussions around the construction of a new shed to house the activities of the Men's Shed group. I am currently applying for funding to deliver this project with applications to CBH Grass Roots, South 32, Stronger Communities and Lotterywest. The Men's Shed has already applied for funding through Bendigo Bank and Newmont.

I have created a community survey for the Men's Shed that has been placed on the Shire Facebook page for as many people as possible in the community to complete.

Council is aware that this has been a project on the books for several years now and hopefully this time we are in the right position to follow through with these applications and result in some funding to get this project started.

Self Drive Trail – HWEDA

The Self Drive Trail has been completed and went live at the beginning of the month. This campaign showcases 5 distinct self-drive trails within the area with recommended itineraries based on popular destinations and various interests. The Self Drive Trail is a fantastic tourism boost for Williams, Wandering and Boddington and already has received promising online results in the first few weeks.

Jesse Martin's Museum

Jesse Martin's Museum is a unique collection of memorabilia from the Williams district (and others) that has been compiled by Jesse Martin Snr. Jesse began collecting the odd bottle in the 1950s and since then his collection has expanded. In 1976 Jesse built a replica Inn, complete with original fittings and his collection has grown to encompass a general store, cinema, and other replica buildings, farm machinery and an extensive collection of various paraphernalia. What Jesse has created is really phenomenal and such an asset to Williams.

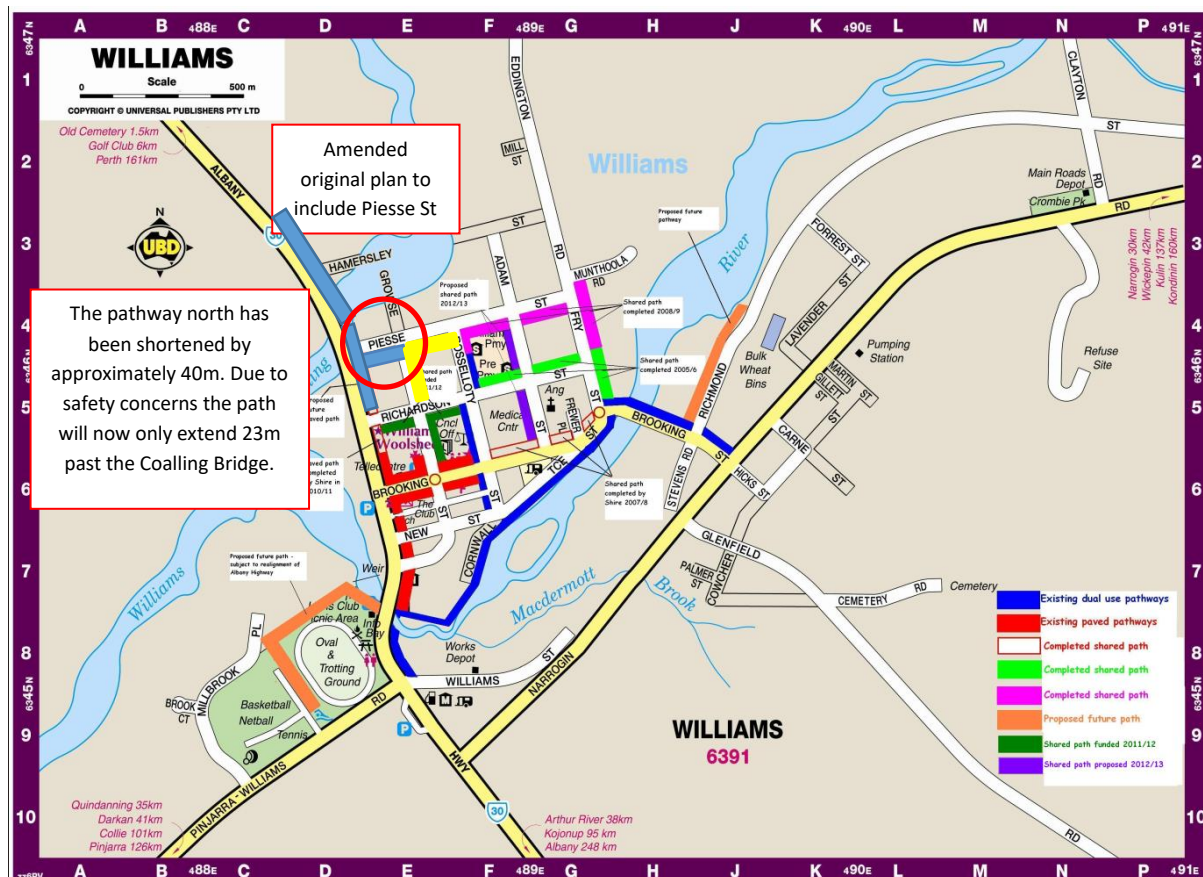


The Jesse Martin Museum features on the Self Drive Trail. I had concerns with the extent of visitors that the museum could attract, and how Jesse would welcome the new found popularity. The booking system on the Self Drive trail was very restricting with only calls to be made between 12-1 and 6-8pm with no messages to be left. Geoff and I met with Jesse, Christine and David and it was suggested that I create an email address that could go on the Self Drive trail that I will monitor and then contact Jesse with the bookings etc to prevent missed calls, extensive messages and misunderstandings occurring.

A volunteer committee was also suggested that could assist Jesse in times of large groups attending the museum. Jesse is in his 90's and even though the museum is privately owned it is a huge asset to our Shire that warrants preserving.

Albany Highway Shared Use Pathway

The Albany Highway shared pathway is underway. The quote that we have received for MCJV to commence the works came in at just over \$30,000. With the total estimated costs for the project being \$62,340 we are well under budget. The only difference to the original plan is Main Roads weren't comfortable in having a pathway along the highway North of Bridge 24, in a high speed zone. The Pathway North of Coalling Bridge will now go 23m past the bridge. As the Shire has funding approved for \$31,170, an application has been made to have the original pathway scope amended to include a path from Albany Highway along Piesse St to Growse St. This will connect the entire footpath around the town and provide a direct route to the School for students living on Piesse St. We have approached MCJV for a quote for this amended section of path.





Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017-2032. Specifically it relates to the following strategies:

- SCD 1.1 Provide, maintain and improve community infrastructure.
- SCD 1.2 Support the initiatives of the Williams Men's Shed in establishing a facility that will support men's health and well-being.
- SCD 1.3 Maintain a safe and secure environment for the community.
- SCD 2.7 Support implementation of initiatives identified in DAIP, Williams Local Bike Plan, LEMA and other related Plans for the Shire.
- LUE 2.2 Ensure townsite amenities are maintained and improved where required.
- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate.
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment.
- CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

Project based, budgeted for as appropriate. Funding identified and secured where appropriate.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Community Development Officer's General Project update be received.

Council Resolution

Cavanagh/Medlen

That the Community Development Officer's General Project update be received.

Carried 8/0
Resolution 25/20

Britt Logie left the Meeting at 1.28pm.

The Works Supervisor, Tony Kett, attended the Meeting at 1.29pm to discuss his report.



8.2 WORKS SUPERVISOR'S REPORT

File Reference 12.15.36
 Statutory Reference N/A
 Author & Date Tony Kett 13 August 2019
 Attachments

8.2.1 MAINTENANCE GRADING ACTIVITY

Road Name	Length Graded (km)
Top end Rd	1.1
Chapman Rd	2.1
Mundays Rd	8.7
Curteis Rd	4.2
Waldock Rd	1.8
Marling Rd	7.1
Phillippe Rd	1.7
Westmere Rd	5.1
Yarrabin Rd	4.5
Plank Rd	4.7
Darkan-Quindanning Rd	14.0
Deep Dean Rd	5.7
Wangeling Gully	8.8
Medlen Rd	8.2
Curteis Rd	4.2
Waldock Rd	1.8
Roccis Rd	4.1
Kelly Rd	8.4
Total Length for the Month	96.2 km

8.2.2 ROAD MAINTENANCE WORKS (SEE APPENDIX)

- Patching Clayton Rd, Darkan-Quindanning Rd and Extracts Rd
- Gravel carted in and spread on Lavender St



8.2.3 2018/19 ROAD CONSTRUCTION PROGRAM

Road Construction Program 2018-2019								
Road No	Road Name (Road Length)	Description of Work	Start SLK	End SLK	Total	Start Date	Finish Date	Comments
10	Pingelly Rd	Seal 7m wide	5.00	6.50				COMPLETED
128	Williams Darkan Road	Reseal	0.00	7.00				COMPLETED
7	Clayton Road	Seal Shoulder	2.00	4.00				COMPLETED
7	Clayton Road	Widen Shoulders	4.00	6.00				COMPLETED
1	York Williams Road	Reseal 3kms	6.10	9.10				COMPLETED
23	Wangeling Gully Road	Install Culverts and Gravel Sheet						Culverts are in. Tree trimming and picking up spoil completed.
12	Zilko Road	Widen over Culverts						Completed
15	Glenfield Road	Tree Trimming			2.00kms			COMPLETED
9	Dardadine Road	Tree Trimming			2.00kms			COMPLETED
31	Extracts Road	Tree Trimming			2.50kms			COMPLETED
	Townsite Drainage	Drainage plan and upgrade						
58	Kelly Road	Replace Culvert						COMPLETED
12	Zilko Road	Gravel Sheet (3kms)						COMPLETED
11	Marradong Road	Drainage and seal failures						COMPLETED
	Various Roads	Gravel Sheetting and Reforming						



8.2.4 MECHANICAL REPORT

Plant Description		Driver	Date Purchased	Hours/Km 10/6/19	Works Completed this Month
Mazda CX5 WL 16	Light Vehicles	C Ryan	Aug 18	17,065 km	
Toyota Prado 16 WL		G McKeown	Sep 16	94,800 km	
Isuzu 4x2 Dual Cab Utility WL 76		Outside staff	Nov 04	4,482 km	
Holden Colorado Dual Cab WL 19		T Kett	Sep 17	65,600 km	
Isuzu 150 WL 36		J Cowan	Nov 18	7,123 km	
Isuzu D-Max WL 5802		A Wood	Nov 14	145,301 km	
Isuzu 4x2 Single Cab Ute WL 5826		Maintenance	Nov 16	29,193 km	
Holden Rodeo Single Cab Utility WL 826		Outside staff	Nov 06	132,384 km	
Isuzu 4x2 Single Cab Ute WL 915		J Lenahan	Nov 16	23,249 Km	
Skid Steer Track Loader 1EVV725	Construction Equipment	Outside staff	Sep 15	978 hr	
Multipack Multi-Tyre Roller WL 49		Outside staff	Oct 04	7,375 hr	
Vibromax Roller WL 126		Outside staff	Sep 04	4,724hr	
Caterpillar 12M Grader WL 61		C Fawcett	Dec 11	6,618 hr	
Caterpillar 12M Grader WL 361		A Wood	Oct 14	4000 hr	
721E Case Loader WL 5639		N Fisher	May 12	7,804 hr	New dash
Volvo EC210BLC Excavator WL 499		P Reed	Jul 07	8,150 hr	
John Deere 315SE4 Backhoe WL 745		T Palframan	Sep 01	3,258 hr	
Toro Reelmaster SP Mower WL 5827		Works	Aug 09	1,440 hr	Sent to Perth for sharpening
Kubota Generator	Parks & Gardens	Refuse Site		5,218 hr	
Toro Groundmaster 360 WL917		J Cowan	Nov 16	298 hr	Serviced
Toro Kholer Ride on Mower WL 5302		J Cowan	Aug 05	679 hr	
Honda TRX 4-wheel M/cycle WL 429		J Cowan	Mar 00	1,545 hr	
Toyota DA115 Tip/Water Truck WL 595		J Lenahan	Aug 94	237,500 km	
Isuzu FVZ1400 Tip Truck WL093	Trucks & Trailers		Dec 03	322,547 km	Adapted tank so it can be bottom filled
Volvo P-Move WL91		P Reed	Jan 19	11,104 km	
Isuzu Giga CXZ Tip Truck WL 128		J Murdock	Dec 08	257,123 km	
Isuzu NPR 300 Truck WL 5825		D Hill	Jan 13	114,677 km	Serviced
SFM S-Tip Trailer WL 3730		Works	Dec 05	173,500 km	
Howard Port. L-Loader 1TIF238		Works	Aug 07	165,500 km	
Howard Port. Pig Trail. WL3792		J Murdock	Dec 08	174,500 km	Replaced 2 broken springs. Replaced rocker box bushes & pins, replaced slack adjusters
'08 Nissan Patrol Fire Ute 1CXV788		BFB Fast attack	Received Feb 16	167,853 km	

8.2.5 STAFF

- Nil to report



8.2.6 TOWN AND FACILITIES REPORT

- Garden finished at Industrial Estate
- Working on new Transfer Station
- Working on new standpipe on Glenfield Rd
- Trees removed and entrance created on the block for the Men's Shed

8.2.7 PRIVATE WORKS

- Water deliveries

8.2.8 WORKS SUPERVISOR REPORT ACCEPTANCE

Voting Requirements

Simple Majority Required

Officer's Recommendation

That the Works Supervisor's Report as tabled be received.

Council Resolution

Major/Watt

That the Works Supervisor's Report as tabled be received.

**Carried 8/0
Resolution 26/20**

Tony Kett left the Meeting at 1.44pm.

The Environmental Health Officer/Building Surveyor, Trevor Brandy, attended the Meeting at 1.45pm to discuss his report.



8.3 ENVIRONMENTAL HEALTH / BUILDING SURVEYOR'S REPORT

8.3.1 BUILDING PERMITS

File Reference	13.34.10
Statutory Reference	<i>Building Act 2011, Building Regulations 2012</i>
Author & Date	Trevor Brandy 16 August 2019
Attachments	Nil

Comment

No applications were received this month.

The Status of a number of older applications that had received Planning Approval but had not yet progressed to the Building permit stage were pursued namely:

Lot 501 Stan Gillett Road- Permit held up due to high Bush Fire Attack Level (BALs) applicant is looking at designs with a higher fire rated dwelling.

Lot 203 (48) Lavender Street – applicant is now working with Odan Building Designs on a single bedroom dwelling. An application for an effluent disposal system has now been received and an Approval to Construct been issued.

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Building Report as presented above be endorsed by Council.

Council Resolution

Medlen/Carne

That Building Report as presented above be endorsed by Council.

Carried 8/0
Resolution 27/20



8.3.2 FOOD PREMISES REGISTRATIONS

File Reference	7.40.41	
Statutory Reference	<i>Food Act 2008</i>	
Author & Date	Trevor Brandy	16 August 2019
Attachments	Nil	

Comment

Two inspections were carried out during the month:

- Quindanning Hotel – In good order at time inspection.
- Williams River Produce – in good order at time inspection.

All Food Premises have been issued with fresh Certificates of Registration under the *Food Act 2008*.

Public Health Act 2016 Review of Regulations

As part of the new Public Health Act all regulations must be reviewed. Regulations reviewed and commented on this month are:

- Pesticide Regulations – with the view of Local Government being the registration and enforcement agency. Local Government being exempt from pesticides with minor toxicity.
- Removal of safe drinking water from the *Health (miscellaneous provisions) Act* and replaced in the new *Public Health Act* which introduces a holistic approach to the management of public health risks associated with the supply of drinking water that would apply to the delivery chain from the catchment to consumer for all drinking water supplies in WA, including those not currently captured by other regulatory frameworks. This would involve private water suppliers selling water for human consumption being registered under the *Food Act 2008*.

Private Swimming Pool Report

Annual Report to the Building Commissioner on the inspection of private swimming pools and registration of new pools within the district. The report is then tabled in Parliament by the Minister as part of the Coroner's report into the drownings in private swimming pools.

Annual Food Act Reporting

A report of Food Premises registered under the *Food Act 2008* tier grading in terms of risk, number of inspections and conformity.

Financial Implications

Nil

Voting Requirements

Simple Majority



Officer's Recommendation

That the Food Premises Registration Report be endorsed by Council.

Council Resolution

Medlen/Watt

That the Food Premises Registration Report be endorsed by Council.

**Carried 8/0
Resolution 28/20**

Trevor Brandy left the Meeting at 2.14pm.



8.4 CHIEF EXECUTIVE OFFICER'S REPORT

8.4.1 CHIEF EXECUTIVE OFFICER'S GENERAL REPORT

File Reference	4.1.20	
Statutory Reference	N/A	
Author & Date	Geoff McKeown	15 Aug 2019
Attachment	Nil	

Background

The Chief Executive Officer's General Report provides Council with an update on the activities of the CEO and other matters that do not necessarily require a decision of Council.

Comment

The CEO General Report is provided to Council as a separate document.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That the Chief Executive Officer's General Report for August 2019 be received by Council.

Council Resolution

Harding/Carne

That the Chief Executive Officer's General Report for August 2019 be received by Council.

Carried 8/0
Resolution 29/20

Cr Baker declared an Impartiality Interest in the following Item 8.4.2 Development Application – Part Lot 556 Narrogin Road – Williams Men's Shed. The nature of his interest relates to him being a member of the Williams Men's Shed. Cr Baker remained in the meeting, took part in the discussion and voted on the item.



8.4.2 DEVELOPMENT APPLICATION – PART LOT 556 NARROGIN ROAD – WILLIAMS MEN’S SHED

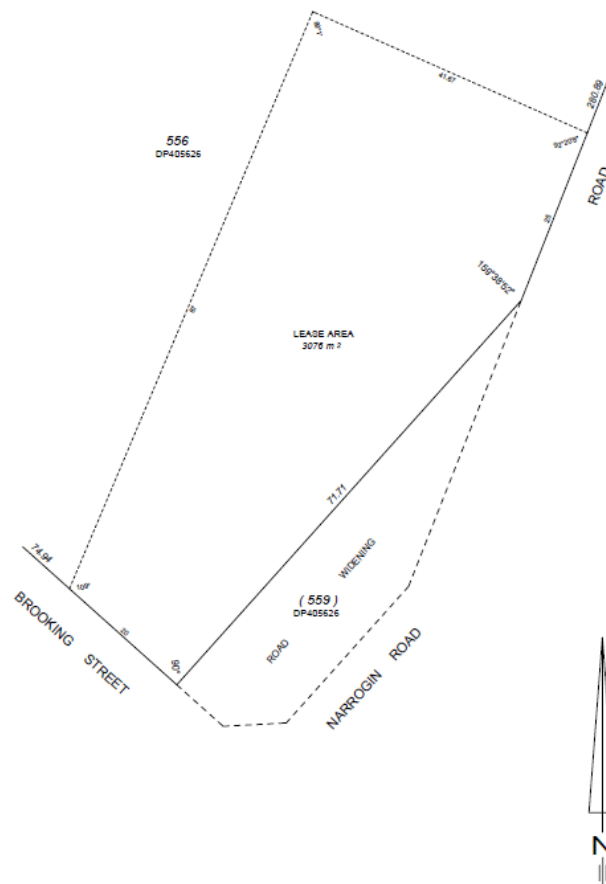
File Reference	11.70.100
Statutory Reference	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 14 August 2019
Attachment	Nil

Background:

The Williams Men’s Shed Inc. has submitted a development application to establish their headquarters on Part Lot 556 Narrogin Road, Williams. The property is part of the railway reserve leased from the Public Transport Authority by Co-operative Bulk Handling Limited.

In 2018 the Shire entered into a separate lease agreement with Co-operative Bulk Handling Limited, endorsed by the Public Transport Authority, for the land shown on the following plan:

LEASE AREA OVER LOT 556 ON DP405656
FORMERLY RAILWAY RESERVE
BROOKING STREET, WILLIAMS (SHIRE OF WILLIAMS)

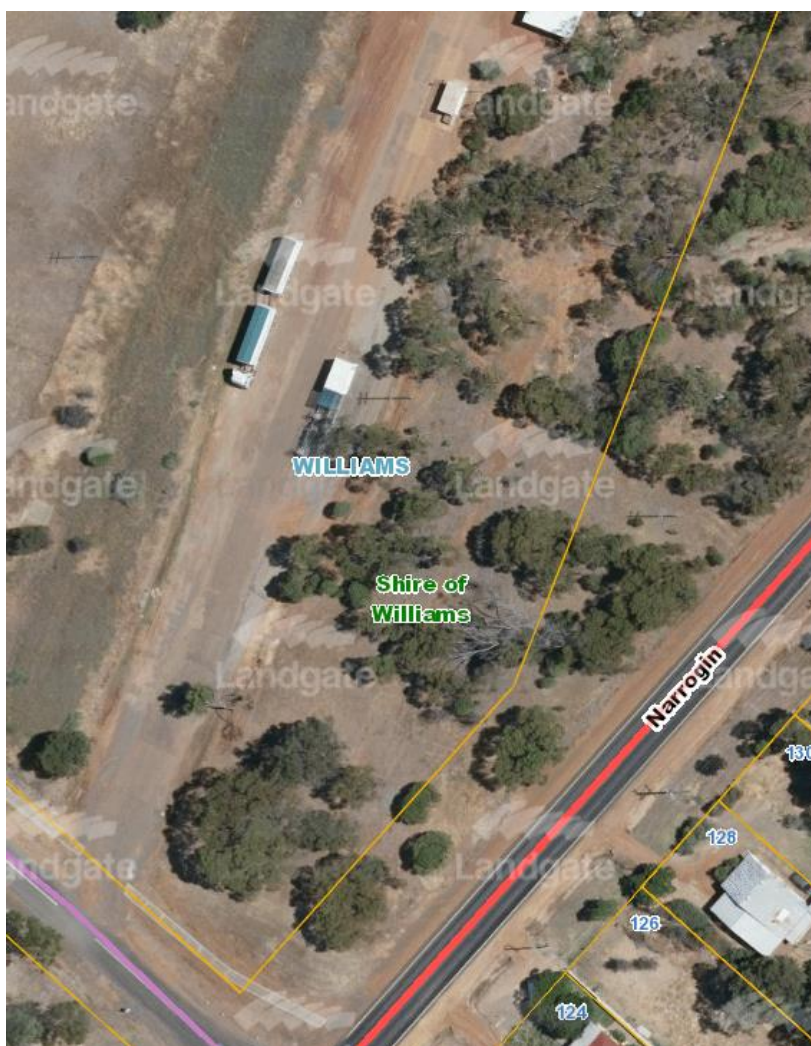


The lease agreement includes the permitted use being for the Williams Men's Shed Facility. The Lease also acknowledges the Public Transport Authority and Co-operative Bulk Handling Limited will agree to the formal excision of the area from their ongoing lease of the railway reserve.

Williams Men's Shed Inc. has been actively fundraising to progress the development. The Shire has agreed to assist with funding to connect power and water, and initial earthworks. In order that the development can proceed it is necessary that development approval be granted.

Comment

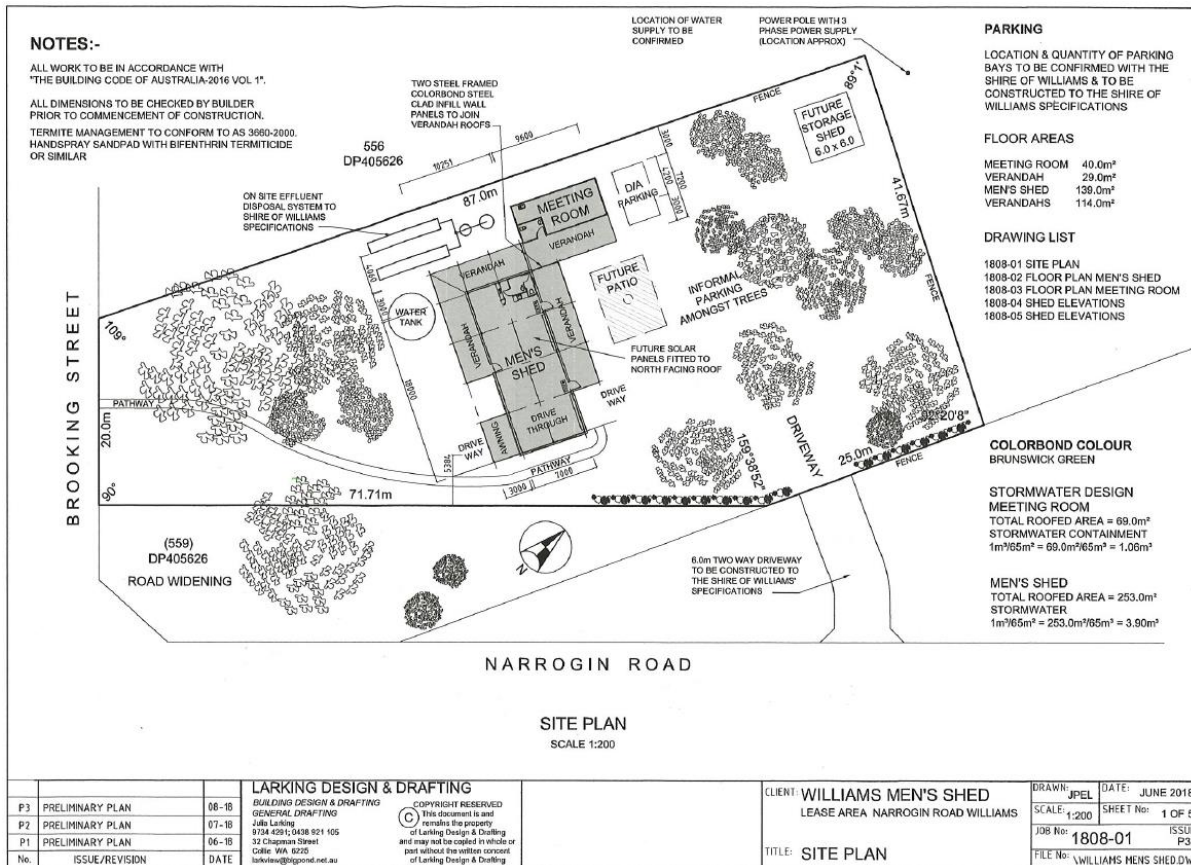
An aerial photo below shows the prosed location of the facility:



- *Description of Proposed Buildings*

The application proposes to construct a new 7m x 18m Colorbond shed with a wall height of 5m. In addition there is a 4.2m x 9.6m meeting room. Both buildings have attached verandas.

Access to the property is via a crossover to the Narrogin Road. A plan of the proposed development follows:



- Setbacks

The buildings have sufficient setbacks to the boundaries on the Narrogin Road and Brooking Street.

- Proposed land-use

This application proposed that the buildings will be used for the activities of the Williams Men's Shed Inc. The land-use falls within the definition of Industry – light which means an industry:

- In which the processes carried on, the machinery used, and the goods and commodities carried to and from the premises will not cause any injury to, or will not adversely affect the amenity of the locality by reason of the emission of light, noise, electrical interference, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater or other waste products; and
- The establishment of which will not or the conduct of which does not impose an undue load on any existing or projected service for the supply or provision of water, electricity, sewerage facilities, or any other like services.

The property is located in the 'Industry' zone identified in the Shire of Williams Town Planning Scheme No.2. An Industry – light activity is a permitted activity in this zone.

- Relevant State Planning Policies and Guidelines – Bushfire Prone Areas

Under the 'deemed provisions' of the Planning and Development (Local Planning Schemes) Regulations 2015 Council is to have 'due regard' to any state planning policy. This essentially

means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7).

The Shire has a mandatory obligation to consider SPP3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

The Western Australian Planning Commission released SPP3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 556 Brookling Street is within the declared bushfire prone area (pink area), as shown on the following map.



Under Clause 5.4 of the Guidelines all planning applications in Bushfire Prone Areas are to be accompanied by a BAL (Bushfire Attack Level) assessment.

A BAL examines the location of proposed development, distance to vegetation, type of vegetation within 100 metres, slope and determines whether higher construction standards should be imposed to reduce bushfire risk.



It is recommended that the application be determined without a BAL for the following reasons:

- A BAL for non-habitable development only influences siting of buildings (setbacks to vegetation).
- The bushfire construction requirements of the Building Code of Australia only apply to certain types of residential buildings (being Class 1, 2 or 3 buildings and/or Class 10a buildings or decks associated with a Class 1, 2 or 3 building) in designated bushfire prone areas. These buildings are not associated with any other residential building
- Under the Bushfire Guidelines the applicant has discretion as to whether they choose to build to a higher construction standard, and it is not compulsory. In this circumstance a BAL at the planning stage is considered onerous.

Policy Requirements

Nil

Legislative Requirements

Shire of Williams Town Planning Scheme No 2 – The majority of the Scheme requirements are explained in the body of this report.

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015, and became effective on 19 October 2015.

The Regulations have introduced 'Deemed Provisions' that automatically apply to every Local Planning Scheme in Western Australia including the Shire of Williams Town Planning Scheme No 2.

The deemed provisions mainly deal with administrative matters and procedures that are commonly contained in most local planning schemes including local planning policies, heritage protection, structure plans, requirements for development approval, the form of development applications, advertising, enforcement and administration.

Regulation 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- ED 1.5 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- SCD 1.2 Support the initiatives of the Williams Men's Shed in establishing a facility that will support men's health and well-being.
- LUE 2.1 Provide quality amenities and accessible public open spaces for the community.



Financial Implications

An allocation of \$15,000 is included in the 2019/20 Annual Budget to support the establishment of a facility for Williams Men's Shed Inc.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council approve the development application submitted by the Williams Men's Shed Inc. for the construction of a shed, amenities, meeting room and septic system on part Lot 556 Narrogin Road, Williams, subject to the following conditions:

1. The lot is to be maintained with flammable material not exceeding the minimum requirements of the Shire of Williams Firebreak Notice;
2. A building permit(s) be obtained for the proposed buildings;
3. A crossover is to be installed on Narrogin Road to the Shire's satisfaction, having regard to verge drainage and subject to the provisions of Council's Crossover Policy;
4. Development is to be undertaken strictly in accordance with approved plans presented to Council and any statutory requirement applicable to the development; and
5. Stormwater to be disposed of to the Shire's satisfaction.

Council Resolution

Major/Watt

That Council approve the development application submitted by the Williams Men's Shed Inc. for the construction of a shed, amenities, meeting room and septic system on part Lot 556 Narrogin Road, Williams, subject to the following conditions:

1. The lot is to be maintained with flammable material not exceeding the minimum requirements of the Shire of Williams Firebreak Notice;
2. A building permit(s) be obtained for the proposed buildings;
3. A crossover is to be installed on Narrogin Road to the Shire's satisfaction, having regard to verge drainage and subject to the provisions of Council's Crossover Policy;
4. Development is to be undertaken strictly in accordance with approved plans presented to Council and any statutory requirement applicable to the development; and
5. Stormwater to be disposed of to the Shire's satisfaction.

Carried 8/0
Resolution 30/20

Cr Harding declared a Financial Interest in the following Item 8.4.3 Proposed Alteration / Addition to Existing Shop – Lots 214 and 215 Brooking Street, Williams and left the Meeting at 2.54pm. The nature of his interest relates to the property, the subject of the development application, being part owned by his parents.

8.4.3 PROPOSED ALTERATION / ADDITION TO EXISTING SHOP – LOTS 214 AND 215 BROOKING STREET, WILLIAMS

File Reference	10.64.15
Statutory Reference	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby – Town Planning Innovations - 14 August 2019
Attachment	Nil

Background

Lots 214 and 215 have been developed with a restaurant/café (unoccupied) and shop (general store / supermarket). Lot 214 has an area of 496m² and Lot 215 has an area of 526m².

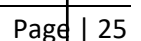


Location Plan compiled by TPI

The existing development is located opposite to the Shire offices.

- ***Proposed Development***

A site plan is included below:





- **Landuse Permissibility**

Lots 214 and 215 are zoned 'Commercial' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

A 'shop' is permitted in the Commercial zone and is defined as:

'means a building wherein goods are kept, exposed or offered for sale by retail, but does not include a bank, fuel depot, market, service station, milk depot, marine collectors yard, timber yard or land and buildings for sale of vehicles or for any purpose falling under the definition of industry'.

- **Carparking**

The site plan indicates new rear carparking on both Lots 214 and 215.

Although the plan shows a total of 11 bays, 3 bays on Lot 214 to the west of the proposed addition are not practical as there is insufficient area for any car to manoeuvre into or reverse out of those bays. There is only 4 metres reversing area so the number of workable bays is 8.

Although the area available for parking on Lot 214 and Lot 215 will be reduced, the overall useability of parking for both lots will be improved if a hardstand carpark with line marked bays is constructed (which is recommended by TPI).

The Scheme requirements are explained below:

SCHEME REQUIREMENT	OFFICER COMMENT
Clause 5.1 Carparking	
(1) the minimum dimension of any parking space required under the provisions of the Scheme shall be 2.5m by 5.5m excluding all access drives.	The combined width of the lots is at least 17 metres which is sufficient to accommodate two rows of bays with a bay length of 5.5 metres (11 metres) and 6 metre reversing isle.
(2) the carparking layout on any lot within the proposed town centre commercial area shall be designed in conjunction with layouts on adjoining lots so that the total area may ultimately function as an integrated carparking and access area	The design of the carparking for both lots is integrated.
(3) where the landowner can demonstrate to the satisfaction of Council that there is not the demand for the number of parking spaces specified in the Scheme, landscaping may be provided in lieu of carparking spaces no constructed, providing that the Council may at any time require that additional parking spaces be provided.	The existing built form and layout does not allow for any landscaping visible from the street.



Clause 4.6(3)(c)(i)	
For a shop in the commercial area the Scheme requires 1 space per 10m ² gross floor area	The Scheme requires 14 car parking bays for the proposed addition. This Scheme provision can be waived by Council (explained below).
Clause 2.11	
Under Clause 2.11 of the Scheme the Shire can waive the provisions of the Scheme. Clause 2.11 states <i>'where the Council considers application of any provision of Parts 4 and 5 of the Scheme would result in undue hardship, or be contrary to the interests of the area it may, after giving notice of its intention in accordance with Clause 2.6, waive the requirements of the provision except that the Council shall not waive the requirements of either Table 1 or Clause 5.6.'</i>	The 14 bay carparking provision can be waived by Council however the intention to waive the provision has to be advertised for public comment.

It is recommended that Council support waiving the carparking provision (for 14 bays for the addition) under the Scheme for the following reasons:

1. Requiring such a significant amount of on-site parking would not be fair or reasonable having regard that the majority of businesses along Brooking Street in the commercial zone have historically developed with minimum on-site carparking.
2. Consistent with Clause 2.11 of the Scheme it would be contrary to the interests of the area to prioritise on site carparking over the growth and expansion of established businesses in town such as the supermarket, which services the local community shopping needs.
3. There is a significant number of on street carparking bays which service existing developments in the Commercial zone.
There are least 26 bays immediately in front of Lots 214 and 215 on Brooking Street (both sides). There is on-street parking west of Growse Street along Brooking Street, and a carpark on Reserve 19378. Reserve 19378 services the Shire offices but has capacity to also accommodate public parking.



4. A portion of customers attending the commercial centre in Williams will park in the street and visit several places of business in one trip. The existing carparking along Brooking Street will have a high level of reciprocity by servicing several businesses.
5. The development is consistent with the Policy intent of the Commercial zone as Clause 4.7 states that *'new developments should be encouraged in the form of small complexes of interrelated buildings'*. The development on Lots 214 and 215 are one interrelated building.
6. Clause 4.7(d) states that Council should have proper regard to *'the existing nature of the commercial area and any proposal for the co-ordinated development of the existing availability or deficiency of adequate parking facilities.'*

On-street carparking forms part of the nature of the existing Commercial zone and there is no evidence that existing public carparking in the area is deficient.

- ***Amalgamation / Shared Carparking***

As the existing buildings and proposed carparking on Lots 214 and 215 traverse two lots it would be in the interest of orderly and proper planning to impose a condition requiring the lots to be amalgamated.

As the lots are on two separate Certificates of Title they can be owned and sold independently.



The carparking layout is only functional if maintained on both lots. It is recommended that the Shire consider imposing the following condition if approval is granted:

1. The lots subject to the application being amalgamated and a new Certificate of Title obtained for the amalgamated lot prior to the issue of a Permanent Occupancy Permit or an alternative time period agreed to in writing by the Shire Chief Executive Officer.

- **Advertising / Delegation**

The Shire Administration has commenced advertising of the potential for a carparking shortfall to be considered (to expedite processing of the application).

It is recommended that Council grant delegated authority to the Chief Executive Officer to allow the application to be determined after advertising has closed.

POLICY REQUIREMENTS

Not applicable.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015

The Regulations include 'deemed provisions' which automatically apply to the Shire, without the need to amend the Shires Scheme.

Regulation 67 of the deemed provisions outlines '*matters to be considered by Council*' including but not limited to orderly and proper planning, the compatibility of the development with it's setting including the relationship to development on adjoining land, the amenity of the locality, the adequacy of proposed means of access to and from the site, the amount of traffic to be generated by the development, and any submission received.

Clause 82(1) and 82(2) give Council the ability to delegated authority to the Chief Executive Officer to determine the application however it must be an Absolute Majority.

Shire of Williams Town Planning Scheme No 2 – discussed in the body of this report.

SUSTAINABILITY IMPLICATIONS

- **Environment**

There are no known significant environmental implications associated with this proposal.

- **Economic**

There are no quantified economic implications associated with this report.

- **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice.



Strategic Implications

If Council supports waiving the car parking requirements of the Scheme then it will set a precedent for assessment of other applications in Brooking Street in the Commercial zone.

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

ED 1.5 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council

1. Note that the carparking provision required under the Shire of Williams Town Planning Scheme No 2 can be waived however the intention to waive the provision has to be advertised for public comment.
2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for an extension to the existing building on Lots 214 and 215 Brooking Street Williams.

Council Resolution

Cavanagh/Baker

That Council

2. Note that the carparking provision required under the Shire of Williams Town Planning Scheme No 2 can be waived however the intention to waive the provision has to be advertised for public comment.
2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for an extension to the existing building on Lots 214 and 215 Brooking Street Williams.

**Carried by Absolute Majority 7/0
Resolution 31/20**

Cr Harding returned to the meeting at 3.06pm.

The President adjourned the Meeting for afternoon tea at 3.07pm and the Meeting resumed at 3.32pm.



8.4.4 SIGNIFICANT ADVERSE TRENDS IN THE FINANCIAL POSITION

File Reference	4.22.00
Statutory Reference	<i>Local Government Act 1995 and Local Government Amendment (Auditing) Act 2017</i>
Author & Date	Geoff McKeown 15 August 2019
Attachment	Nil

Background

In November 2017 the proclamation of the *Local Government Amendment (Auditing) Act 2017* introduced a number of reforms to auditing laws. The legislation requires local governments to examine an audit report it receives and implement appropriate action in respect to the significant matters raised.

The Department of Local Government, Sport and Cultural Industries (the Department) has received the Shire's 2017-18 Audit Report. This report identifies a significant adverse trend in the financial position of the Shire, indicating that the Asset Sustainability Ratio and Operating Surplus Ratio are below the Department's standard.

Local governments must prepare a report addressing the significant matters identified in their audit report, which is to be considered by the local government's audit committee before being adopted by council.

The Department has written to the Shire requesting that action be taken to comply with this requirement.

Comment

The relevant comments in the 2017-2018 Audit Report from Butler Settineri (Audit) Pty state:

"We did not, during the course of our audit, become aware of any instances where the Shire did not comply with the statutory requirements of the Local Government Act (1995) (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended)."

In accordance with the Local Government (audit) Regulations 1996, we also report that:

- a) Apart from the asset sustainability ratio and operating surplus ratio there are no material matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.*
- b) The Shire substantially complied with Part 6 of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).*
- c) All information and explanations required were obtained by us.*
- d) All audit procedures were satisfactorily completed in conducting our audit."*



➤ **Asset Sustainability Ratio**

$$\text{Asset Sustainability Ratio} = \frac{\text{Capital Renewal and Replacement Expenditure}}{\text{Depreciation}}$$

The purpose of this ratio is to indicate whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out. The Department has determined that a ratio below 0.90 (90%) is below the standard required. The Office of the Auditor General suggests below 0.80 (80%) is below the standard required.

The following table highlights the Shire's ratio as calculated for the last three financial years, along with an unaudited figure for the 2018/19 financial year:

	2015/16	2016/17	2017/18	2018/19 (unaudited)
Asset sustainability ratio	0.37 (37%)	0.49 (49%)	0.37 (37%)	0.96 (96%)

This ratio is influenced by the extent to which a local government creates new assets or upgrades assets, as opposed to the replacement or renewal of an existing asset. In the period covered in the table above, and specifically in the 2017/18 financial year, the Shire of Williams has developed new assets, including Aged Appropriate Units, Industrial Unit and the first stage of the Williams Lions Park redevelopment. These significant projects have now been completed with the unaudited 2018/19 ratio reflecting a return to a typical asset replacement and renewal programme. This unaudited ratio now meets the 'basic' standard.

➤ **Operating Surplus Ratio**

$$\text{Operating Surplus Ratio} = \frac{(\text{Operating Revenue MINUS Operating Expense})}{\text{Own Source Operating Revenue}}$$

The purpose of this ratio is a measure of a local governments' ability to cover its operational costs and have revenues available for capital funding or other purposes. The Department has determined that a ratio below 0.01 (1%) is below the standard required. The Office of the Auditor General suggests below 0.00 (0%) is below the standard required.

The following table highlights the Shire's ratio as calculated for the last three financial years, along with an unaudited figure for the 2018/19 financial year:

	2015/16	2016/17	2017/18	2018/19 (unaudited)
Operating surplus ratio	-0.47 (-47%)	-0.28 (-28%)	-0.20 (-20%)	-0.07 (-7%)



Own source operating revenue is made up of rates, fees and charges, interest income, profit on disposals of assets, reimbursements and recoveries, and other revenue. Small regional local governments are limited in their ability to increase own source revenue and are more reliant on grant funding for renewal of assets.

Depreciation expense is a significant factor in this ratio as it is included in operating expenses. The requirement to revalue road assets on a regular basis, and attribute an appropriate level of depreciation, has been a challenge for local governments. This process has matured in recent years and this Shire has better systems in place to more accurately account for road asset depreciation expense.

While taking these factors into consideration, the trend for the Shire of Williams is moving towards achieving a ratio above the minimum standard.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2 Maintain accountability, transparency and financial responsibility.
- CL 2.3 Monitor revenue streams and implement opportunities where appropriate.
Consistently review rate income.

Financial implications

Current trends indicate that the Shire is moving towards achieving a ratio above the minimum standard.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council

1. Notes the significant adverse trends in the financial position of the Shire, as identified in the 2017/18 Audit Report, stating that the Asset Sustainability Ratio and Operating Surplus Ratio are below the Department of Local Government, Sport and Cultural Industries standard; and
2. Authorises a copy of this report to be forwarded to the Minister for Local Government and be published on the Shire's official website.

Council Resolution

Carne/Watt

That Council

1. Notes the significant adverse trends in the financial position of the Shire, as identified in the 2017/18 Audit Report, stating that the Asset Sustainability Ratio and Operating Surplus Ratio are below the Department of Local Government, Sport and Cultural Industries standard; and



2. Authorises a copy of this report to be forwarded to the Minister for Local Government and be published on the Shire's official website.

Carried 8/0
Resolution 32/20

Council Resolution

Carne/Watt

That the Department of Local Government, Sport and Cultural Industries be requested to revise minimum standards for financial ratios to ensure they provide a clearer interpretation of the financial performance of a local government.

Carried 8/0
Resolution 33/20

The above resolution was made in addition to the Officer's Recommendation as Council wished to raise the issue of disadvantage experienced by regional local governments in meeting the current financial ratio benchmarks.

8.4.5 USE OF THE COMMON SEAL AND ACTIONS PERFORMED UNDER DELEGATED AUTHORITY

File Reference	4.50.60
Statutory Reference	Sections 5.42 and 9.49A <i>Local Government 1995</i>
Author & Date	Geoff McKeown 15 August 2019
Attachment	Nil

Background

The purpose of this Agenda Item is to report to Council for endorsement, the use of the Common Seal and actions performed under delegated authority requiring referral to Council.

There is a requirement under the *Local Government Act 1995* that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under delegated authority. A report will be completed for Council at each meeting that identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Delegations Register.

Comment

Actions performed under delegation during the preceding month are provided below:

- **Investment of Shire Monies – Delegation LGA4**

Delegation - The Chief Executive Officer has delegated authority, subject to Part 3 of the *Trustees Act 1962*, to invest money held in the Municipal Fund or the Trust Fund that is not, for the time being, required by the local government for any other purpose.



Action - The Chief Executive Officer approved a transfer of:

1. \$100,000.00 from the Municipal Fund Cash Management Account to the Municipal Fund to meet normal expenditure requirements.
2. \$150,000.00 from the Municipal Fund Cash Management Account to the Municipal Fund to meet normal expenditure requirements.
3. \$200,000.00 from the Municipal Fund Cash Management Account to the Municipal Fund to meet normal expenditure requirements.

- **Payment of Creditors – Delegation FMR1**

Delegation - Under section 5.42 of the *Local Government Act 1995*, the Chief Executive Officer is delegated to exercise the powers or discharge the duties of the Council under Regulation 12 of the *Local Government (Financial Management) Regulations 1996*, in regard to the making of payments from the municipal and trust funds.

Action - Payments from the Municipal Fund and Trust Fund as per financial report attached at 8.5.1 of this Agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2 Maintain accountability, transparency and financial responsibility.
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

Payments from the Municipal Fund and Trust Fund have been approved in the 2019/20 Annual Budget or by separate resolution of Council.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council accepts the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of July 2019.

Council Resolution

Cavanagh/Medlen

That Council accepts the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of July 2019.

**Carried 8/0
Resolution 34/20**



8.5 MANAGER OF FINANCE'S REPORT

8.5.1 ACCOUNTS FOR PAYMENT

File Reference	4.23.15
Statutory Reference	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Cara Ryan 15 August 2019
Attachments	Nil

Background

It is a requirement of the Local Government (Financial Management) Regulation 1996 to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to the Council in the following month.

Further, in accordance with the Delegation adopted by Council in December 2015 the Chief Executive Officer has the delegated authority to make payments from the Municipal Fund and Trust Fund. The Chief Executive Officer in exercising his authority is required to produce a list of accounts recorded in monthly Council meeting minutes.

Statutory Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

- (a) *the payee's name; and*
- (b) *the amount of the payment; and*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*

Comment

The list of accounts for payment is a separate attachment to this agenda.

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer's Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104762 & 104764 – 104767 totalling \$477,772.93, and Trust Fund Cheque 1167 totalling \$1,000, approved by the Chief Executive Officer during the month of July 2019 be endorsed.



Council Resolution

Harding/Watt

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104762 & 104764 – 104767 totalling \$477,772.93, and Trust Fund Cheque 1167 totalling \$1,000, approved by the Chief Executive Officer during the month of July 2019 be endorsed.

Carried 8/0
Resolution 35/20

The Family Day Care Coordinator, Sharon Palumbo, attended the Meeting at 4.03pm to discuss her report.



8.6 FAMILY DAY CARE COORDINATOR'S REPORT

8.6.1 EDUCATORS

File Reference	80.50.40
Statutory Reference	Education and Care Services National Law (WA) Act 2012
Author & Date	Sharon Palumbo 14 August 2019
Attachments	Nil

Comment

Family Day Care (FDC) has 13 Educators registered and operating as at 14 August 2019. The breakdown of educators is as follows:

14 Aug 2019	Narrogin	2	Residence
	Northam	4	Residence
	Toodyay	3	Residence
	Kukerin	1	Residence
	Kellerberrin	1	In-Venue
	Broome	2	Residence

Utilisation for the 3 weeks of educator operation.

Week	EFT (child Equivalent Full Time places)
22/07/2019 – 28/07/2019	36
29/07/2019 – 04/08/2019	41
5/08/2019 – 11/08/2019	32

These numbers are expected to increase as we register more educators as has occurred in week one and two. There is a dip in numbers for the last week as some educators have taken leave for holidays and sickness; if educators don't work there is no levy collected from them.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Family Day Care Coordinator's Educators Report as presented above be endorsed by Council.

Council Resolution

Baker/Major

That the Family Day Care Coordinator's Educators Report as presented above be endorsed by Council.

**Carried 8/0
Resolution 36/20**



8.6.2 OPERATIONAL

File Reference	80.50.40	
Statutory Reference		
Author & Date	Sharon Palumbo	14 August 2019
Attachments	Nil	

Comment

The Education and Care Regulatory Unit (ECRU) conducted their Post Approval visit on the 25th and 26th of July. We had several minor administration non-compliance issues that were identified and have since been rectified. These non-compliances are not published on the ACECQA website (the website where all information is published regarding all child care services), they just remain on our file. Unfortunately these non-compliance issues resulted in our approved educator numbers being reduced from 30 to 20. ECRU have assured me that we will be able to apply to increase our numbers again after our 12 month period of operating as a new service and as long as these non-compliance issues do not re-occur.

Voting Requirements

Simple Majority

Officer's Recommendation

That the Family Day Care Coordinator's Operational Report be endorsed by Council.

Council Resolution

Major/Harding

That the Family Day Care Coordinator's Operational Report be endorsed by Council.

Carried 8/0
Resolution 37/20

Sharon Palumbo left the Meeting at 4.19pm.

8.7 COUNCILLORS' REPORTS

Cr Major reported on her attendance at the WALGA Local Government Convention. She congratulated Cr Cavanagh on his excellent presentation of the HWEDA Self Drive Trail Project. She also highlighted some of the presentations she attended at the Convention.

Cr Logie and the Chief Executive Officer summarised the resolutions from the WALGA Annual General Meeting.

Cr Carne reported on her attendance at the 4WDL VROC Meeting, along with the CEO, held on Tuesday 13 August 2019 in Williams. A number of presenters attended and topics discussed included feral pigs, Emergency Services Levy funding and the South West Native Title Settlement process.



Cr Carne also mentioned that she raised the subject of WALGA providing more support for elected members given recent comments by the Minister for Local Government and reporting in the press about the inquiry into the City of Perth.

Cr Cavanagh mentioned that the South 32 Community Liaison Committee Meeting is coming up next week and is happy to raise any issues at that meeting.

Cr Cavanagh also indicated that he is still following up on the estimated cost of potential public art installations in Williams and Quindanning.

Cr Major mentioned that the Williams Hockey Club is keen to obtain professional advice on dealing with drainage issues on the hockey field.

Cr Major indicated her desire for Council to have a policy dealing with recruiting new employees and the taking of accrued long service leave.

Cr Logie mentioned that Main Roads WA had requested Shire input into an application for an over mass concession on a Shire road. The matter was still being investigated.

Chief Executive Officer Performance Review

The Chief Executive Officer declared a Financial Interest in the following item dealing with the CEO Performance Review. The nature of his interest relates to the item dealing with his employment arrangements.

Geoff McKeown and Manuela Lenehan left the Meeting at 5.46pm.

Cr Logie reported that Cr Carne, Cr Major and he met with the Chief Executive Officer to discuss matters concerning the CEO's performance review, following an earlier discussion by Council.

Council Resolution

Cavanagh/Watt

That Council endorses the outcome of the Chief Executive Officer's Performance Review and approves the salary package arrangements contained in the information prepared for adoption of the 2019/20 Annual Budget.

**Carried 8/0
Resolution 38/20**

Geoff McKeown and Manuela Lenehan returned to the Meeting at 6.01pm.



9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

10.1 ELECTED MEMBERS

10.2 OFFICERS

11.0 APPLICATION FOR LEAVE OF ABSENCE

Nil

12.0 INFORMATION SESSION

Cr Baker raised the prospect of a revised speed zoning of 40km/hr applying to a section of the Albany Highway in the Williams townsite. The Chief Executive Officer advised that approval for a change of speed limit rests with Main Roads WA although local government can initiate a request for a change.

13.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the Meeting closed at 6.10pm.